

GOVERNMENT OF ANDHRA PRADESH  
A B S T R A C T

Municipal Administration and Urban Development Department – Guidelines on “Social Audit under Backward Regions Grant Fund (BRGF) Scheme in respect of Urban Local Bodies – Issued.

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MUNICIPAL ADMINISTRATION & URBAN DEVELOPMENT (UBS) DEPARTMENT

G.O.Ms.No.302

Dated:01.07.2013

Read the following:

1. From the Additional Secretary, MoPR, Government of India, D.O.Lr.No.N-11019/43/2009-Pol.I, dated 04.01.2010.
2. From DMA, Lr.Roc.No.19665/2007/93, dated 02.11.2011.

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ORDER:

The following notification shall be published in an extra ordinary issue of A.P. Gazette.

**NOTIFICATION**

The Backward Regions Grant Fund (BRGF) programme Guidelines issued by the Government of India have included “Social Audit” as an integral part for implementing the Backward Regions Grant Fund scheme. In para 4.15 of the “Backward Regions Grant Fund Programme Guidelines”, the Government of India stipulates that clear guidelines on Social Audit by Gram or Ward Sabhas in rural areas and Area Sabhas and Ward Committees in urban areas have to be issued by the State. The BRGF scheme in Andhra Pradesh is currently being implemented in 13 identified districts and 70 Urban Local Bodies.

Accordingly, the following “Guidelines on Social Audit” are hereby issued enabling the Urban Local Bodies implementing the Backward Regions Grant Fund Scheme to assess performance of the Scheme, identify and resolve gaps in implementation, ensuring accountability and participation of all the stakeholders in implementation of the Backward Regions Grant Fund scheme.

**1) Objectives of Social Audit under BRGF in Urban Local Bodies:**

- i. To facilitate participatory evaluation of the implementation of the Backward Regions Grant Fund scheme by involving the Civic Society.
- ii. To generate awareness and sensitize various key sections of the Society and thereby enhance accountability and transparency of Governance and simultaneously sensitize the Governance on local felt needs.
- iii. Create a trust between Civic Society and Governance at various levels.
- iv. Identify gaps in implementation as well as policy and take corrective measures as well as redefine strategy.

**2) Scope of Social Audit under BRGF in Urban Local Bodies (Social Performance indicators)**

- i. Extent of Civic Society Participation during planning.
- ii. Extent of inclusion of women and disadvantaged as beneficiaries.
- iii. Extent of Accountability and Transparency in the process of taking up and completing various developmental works (including capacity building) under the Scheme by Urban Local Body.
- iv. Fulfillment of Functional Requirements of the works.
- v. Quality of the Constructed Infrastructure.
- vi. Improvements in Urban Service Delivery (core sectors – Water Supply, Storm Water Drainage, Solid Waste Management, Sewerage, Street

- Lighting & Office Infrastructure) due to the works taken up and completed under the scheme.
- vii. Satisfaction of the targeted beneficiaries (including for Capacity Building Programme taken up).

### **3) Key Stakeholders to be consulted & involved in Social Audit of BRGF.**

The key Stakeholders to be involved in Social Audit of Backward Regions Grant Fund scheme in the Urban Local Bodies are as follows:

- i. Immediate Beneficiaries.
- ii. Elected Representatives.
- iii. Ward Committees/ Ward Sabha & Area Sabhas.
- iv. Self Help Groups – Slum Level Federations and Town Level Federations.
- v. Residential Welfare Associations.
- vi. Non Governmental Organizations (NGO)
- vii. Officials and Staff of the Urban Local Body
- viii. Officials from the MA & UD Department.

### **4) Social Audit Methodology under BRGF in Urban Local Bodies:**

#### **4 (i) Institutional Arrangements for Social Audit centering around Women SHGs:**

MEPMA (Mission for Elimination of Poverty in Municipal Areas) is designated as the Nodal Agency for conducting Social Audit of the Backward Regions Grant Fund scheme, in the 70 implementing Urban Local Bodies.

Mission for Elimination of Poverty in Municipal Areas officers and Experts Staff already working with the Self Help Groups in these 70 Urban Local Bodies shall be identified and kept in charge by the Mission Director, Mission for Elimination of Poverty in Municipal Areas (MEPMA) for also taking up Social Audit under Backward Regions Grant Fund with Women Self Help Groups.

A. Social Audit Reform Committee (SARC) shall be instituted under the Principal Secretary to Government (MA), Municipal Administration and Urban Development Department with the following as members.

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|---|-------------------|
| • Principal Secretary (MA)  | - Chairperson     |
| • Commissioner & Director of Municipal Administration   | - Member          |
| • Mission Director, MEPMA   | - Convener Member |
| • Managing Director, APUFIDC  | - Member          |
| • Project Director, APMDP   | - Member          |
| • Engineer-in-Chief (Public Health)   | - Member          |
| • One Senior Officer from the O/o DMA with experience in the SHG Movement/ Social Mobilization. | - Member          |
| • One Senior Officer from O/o MEPMA.  | - Member          |

Though the Social Audit Reform Committee's primary task for addressing the immediate requirement, is Social Audit under Backward Regions Grant Fund, the Committee shall also examine the possibilities of institutionalizing the Social Audit Reform for other Schemes and Programmes in Urban Andhra Pradesh over the time period.

The following are some of the responsibilities of the . Social Audit Reform Committee.

- Mentor and Monitor the Social Audit process under Backward Regions Grant Fund in the implementing 70 Urban Local Bodies through MEPMA / Women Self Help Groups.

- Provide institutional arrangements such as training approval of action plans, budgeting etc for the Social Audit Process.
- Follow up action on the areas of intervention identified during Social Audit.
- Disclosure of Social Audit Reports including submission of the same to the High Power Committee Constituted under Backward Regions Grant Fund.
- Explore the possibility of institutionalizing Social Audit for other programmes and Schemes in Urban Local Bodies of the State.

#### **4 (ii) Forum for involvement of Women SHGs:**

The women Self Help Groups shall be involved in these 70 Backward Regions Grant Fund Urban Local Bodies at the level of both town and Slum Level Federations of Self Help Groups. In case of Backward Regions Grant Fund works falling under non slum areas the nearest Slum Level Federation shall be identified by Town Level Federation (TLF) for taking up Social Audit Activity or the local Residential Welfare Organization may be identified by Town Level Federation.

In non-Slum Areas, the Urban Local Bodies shall play a key role in building up acquaintance between the identified Self Help Group members and the local community falling in the non slum areas using existing civic forums in that area such as Residential Welfare Associations. This (building up acquaintance between the Self Help Group Community Social Auditors and other stakeholders in a local community in both slum and non slum areas) shall be key activity to be included in the Social Audit Action Plan.

The following shall undergo training by a Nodal Agency preferably by National Institute of Urban Management (NIUM) setup by Municipal Administration and Urban Development Department or by some one conducting Social Audit Training for the Panchayat Raj Department or **Centre for Good Governance** prior to taking up Social Audit under Backward Regions Grant Fund.

- MEPMA staff identified and kept in charge for Social Audit in 70 Backward Regions Grant Fund Urban Local Bodies.
- SHG Members of TLF/SLF identified by MEPMA in these 70 Urban Local Bodies who shall also be the community Social Auditors for conducting Social Audit.
- Urban Local Body staff from these 70 Urban Local Bodies.
- Members of the Civic Society such as interested graduates from the Urban Local Body and NGOs and other Stakeholders such as Resident Welfare Association as may be identified by MEPMA for building up a receptivity and awareness towards Social Audit in these 70 Urban Local Bodies.

#### **4 (iii) Action Plan for Social Audit and Budget:**

The detailed Action Plan Covering

- Timelines including periodicity of conducting Social Audit and detailed activity schedule.
- Details of Self Help Groups, Staff and other Civic Society Members to be trained
- Budget Requirements.

Shall be prepared by the Mission Director, MEPMA and placed before social Audit Reform Committee. After due deliberation and finalization, the Committee (SARC) shall place the same before the HPC (High Power Committee) under Backward Regions Grant Fund for approval and necessary Budget Release under appropriate grant component of Backward Regions Grant Fund.

#### **4 (iv) BRGF works in Progress:**

The Action Plan by MEPMA shall also include social Book keeping and Auditing for the works in progress and not just for those taken up and completed under BRGF, following the broader framework envisaged as above. These shall include any additional Social Control Mechanisms such as submission of Utilization Certificates for

the works under progress/ completed jointly through Community Social Auditors and the Urban Local Bodies concerned, implementing the Backward Regions Grant Fund Scheme.

The Commissioner and Director of Municipal Administration, Mission Director, IKP-Urban (MEPMA), and Engineer-in-Chief (Public Health), Hyderabad shall also consider to propose extension of above social audit process to other schemes like Jawaharlal Nehru National Urban Renewal Mission (JNNURM), Rajiv Awas Yojana (RAY) and other departmental works and projects in due course.

The Society for Social Audit, Accountability and Transparency (SSAAT) shall be the agency for conducting of the Social Audits.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

ADHAR SINHA  
PRINCIPAL SECRETARY TO GOVERNMENT (MA)

To

The Commissioner, Printing and Stationary and stores Department with a request to send 50 copies in English and Telugu version.

Copy to:

The Commissioner and Director of Municipal Administration, Hyderabad.

The Mission Director, IKP-Urban (MEPMA), Hyderabad.

The Managing Director, APUFIDC Limited, Hyderabad.

The Project Director, APMDP, O/o C&DMA, Hyderabad.

The Engineer-in-Chief (Public Health), Hyderabad.

The P.S. to Principal Secretary to Government (MA).

Copy to:

The P.S. to Chief Secretary to Government.

The PR & RD (PTS.III) Department.

The O.S.D. to Hon'ble M(MA).

Sf/sc

//FORWARDED BY ORDER//

ASSISTANT DIRECTOR